SOLICITATION, OF	D/	SOLICITATION NO. ABK07-03-T-0166		PE OF SOLICITATION SEALED BID (IFB)	3. DATE ISSUED 23-Jun-2003	PAGE OF PAGES  1 OF 25
(Construction, Alteration, or Repair)		NDI (01 -00- 1 -0 100		NEGOTIATED (RFP)		1 01 23
IMPORTANT - The "offer'	section or	the reverse must be ful	ly com	pleted by offeror.		
4. CONTRACT NO.		5. REQUISITION/PURCHASI PWBRMB-3164-N852	E REQU	JEST NO.	6. PROJECT NO. TY0004-3P	
7. ISSUED BY	CODI	E DABK07		8. ADDRESS OFFER TO	(If Other Than Item 7) C	XODE
FORT BRAGG DIRECTORATE ( ATTN: SFCA-SR-BR BUILDING 3-1632 BUTNER ROAD FORT BRAGG NC 28310-5000	OF CONTRAC	TING		See Item 7		
TEL:910-396-4479	FAX	X: 910-396-2674		TEL:	FAX:	
9. FOR INFORMATION	A. NAME			B. TELEPHONE NO	O. (Include area code)	(NO COLLECT CALLS)
CALL:	SFC LEOTIS	S BELL		(910) 396-4802		
			SOLICI	TATION		
NOTE: In sealed bid soli	citations "d	offer" and "offeror" mea	n "bid'	" and "bidder".		
NOTE: In sealed bid solicitations "offer" and "offeror" mean "bid" and "bidder".  10. THE GOVERNMENT REQUIRES PERFORMANCE OF THE WORK DESCRIBED IN THESE DOCUMENTS (Title, identifying no., date): Production Control Desk  The Installation of a production control desk at A-2819, Fort Bragg, NC. Counter Top 48" x 7 1/2' Long x 24" wide, (See scope for details). Counter and Desk top will be covered in Regimental Blue Formica, construction of Counter Desk & Door to be Birch Plywood, Counter Face and Swing Door to be stained and finished.						
11. The Contractor shall beging award, X notice to pro	-	ce within $\frac{3}{2}$ calendar defermance period is $X$ ma	•	d complete it within 60	calendar days after re	eceiving
		· —		,	12B. CALENDAI	P. DAYS
12 A. THE CONTRACTOR MUST FURNISH ANY REQUIRED PERFORMANCE AND PAYMENT BONDS?  (If "YES," indicate within how many calendar days after award in Item 12B.)  YES X NO						
13. ADDITIONAL SOLICITATIO	N REQUIRE	MENTS:				
A. Sealed offers in original andcopies to perform the work required are due at the place specified in Item 8 by 04:00 PM(hour) local time30 Jun 2003(date). If this is a sealed bid solicitation, offers must be publicly opened at that time. Sealed envelopes containing offers shall be marked to show the offeror's name and address, the solicitation number, and the date and time offers are due.  B. An offer guarantee is,X is not required.  C. All offers are subject to the (1) work requirements, and (2) other provisions and clauses incorporated in the solicitation in full text or by reference.						
D. Offers providing less than	n ca	lendar davs for Government	accep	tance after the date offers	are due will not be cons	sidered and will be rejected

			SOLICITA	TION, OFFE		•	ontinued)			
				(Construction			ted by offero	or)		
14. NAME AND ADD	RESS OF	OFFEROR	(Include ZIP	Code)	15. TELEPHO	ONE NO. (	Include area	code)		
					16. REMITTA	NCE ADDRI	ESS (Includ	le only if differ	ent than Ite	n 14)
					See Item	4.4				
					See item	14				
CODE		FACILITY C	ODE		-					
17. The offeror agraccepted by the Gotthe minimum requirements AMOUNTS	overnment rements st	in writing w	ithin 13D. Failure	calendar days	after the dat	offers are	due. (Insert a	any number e	qual to or gr	
18. The offeror agre	ees to furn	ish any requ	uired performa	nce and paymer	nt bonds.					
		(The offer		9. ACKNOWLEDO	_			e of each)		
AMENDMENT NO.										
DATE										
20A. NAME AND TITLE OF PERSON AUTHORIZED TO SIGN OFFER (Type or print)			20B. SIGNATURE 20C. OFFER DATE							
			AWA	ARD (To be co	mpleted by	Governme	nt)	1		
21. ITEMS ACCEPTE	ED:									
22. AMOUNT		23. ACCO	UNTING AND A	PPROPRIATION	I DATA					
24. SUBMIT INVOICE	ES TO ADD	RESS SHO	WN IN	ITEM	25. OTH	ER THAN FU	ILL AND OPEN	I COMPETITIO	N PURSUAN	IT TO
(4 copies unless other	wise specifie	ed)			10 L	.S.C. 2304(	c)	41 U.S.C	. 253(c)	
26. ADMINISTERED	BY	COI	DE		27. PAY	MENT WILL	BE MADE BY:	CODE		
		CONT	FRACTING OF	FICER WILL CO						
28. NEGOTIATEI			tractor is required office.) Contract	_		•	ontractor is not r			,
to furnish and deliver all items or perform all work, requisitions identified on this form and any continuation sheets for the consideration stated in this contract. The rights and obligations of the parties to this contract shall be governed by (a) this contract award, (b) the solicitation, and (c) the clauses, representations, certifications, and specifications or incorporated by reference in or attached to this contract.			Your offer on this solicitation, is hereby accepted as to the items listed. This award cor summates the contract, which consists of (a) the Government solicitation and your offer, and (b) this contract award. No further contractual document is necessary.							
30A. NAME AND TIT TO SIGN <i>(Type or</i>		NTRACTOR	OR PERSON A	UTHORIZED	31A. NAM	OF CONTRAC	TING OFFICER	(Тур	e or print)	
30B. SIGNATURE			30C. DATE		TEL:			AIL:		
					31B. UNI	IED STATES	S OF AMERICA	<b>\</b>	31C. AV	VARD DATE

Section 00010 - Solicitation Contract Form

ITEM NO SUPPLIES/SERVICES QUANTITY UNIT UNIT PRICE AMOUNT
0001 1 Each
TY00004-3P Installation of Production Desk A-2819
FFP
TY00004-3P Installation of Production Desk A-2819
PURCHASE REQUEST NUMBER: PWBRMB-3164-N852

NET AMT

FOB: Destination

Exhibit/Attachment Table of Contents

DOCUMENT TYPE DESCRIPTION PAGES DATE

Section 00100 - Bidding Schedule/Instructions to Bidders

## DESCRIPTION AND SPECIFICATIONS

THIS REQUIREMENT IS SET ASIDE FOR SMALL BUSINESS CONCERNS ONLY.

THE NORTH AMERICAN INDUSTRY CLASSIFICATION (NAICS) CODE FOR THIS ACQUISITION IS 236220.

THE SMALL BUSINESS SIZE STANDARD IS FOR THE FIRM TO HAVE EARNED NO MORE THAN \$12,000,000.00 DURING THE PRECEDING THREE (3) FISCAL YEARS.

PROVIDE THE CONTRACTOR'S DUNS NUMBER WITH QUOTATION \_\_\_\_\_

**EVALUATION FACTORS**: Quotes will be evaluated as to Price and Past Performance.

Past Performance - Acceptable past performance will be based on evidence that the contractor has satisfactorily completed the same or similar work on schedule. See FAR Clause 52.0000-4023 titled "PREAWARD DATA".

Central Contractor Registration (CCR) - Effective 1 June 1998, all contractors receiving Department of Defense (DoD) contract awards must be registered.

BASIS FOR AWARD: Award will be made to the responsible Central Contractor Registered HUBZone small business whose price and past performance represents the best overall value to the Government.

The estimated price for this project is less than \$25,000.00

DEPARTMENT OF LABOR WAGE DETERMINATION GENERAL DECISION NO. NC020032 IS APPLICABLE.

(Reference: http://www.ceals.usace.army.mil/netahtml/wage.html)

#### **GENERAL AND SPECIAL PROVISION**

PROJECT: M3-00029-2P

- 1. **GENERAL:** The contractor shall furnish all labor, materials, equipment, tools, supervision, transportation, and any other items necessary to **production control desk at building A-2819.** All work will be in strict compliance with these specifications, construction standards, building codes, and other contract documents.
- 2. LOCATION: Fort Bragg, NC.
- 3. SITE VISIT: It is the intent of the Government that all prospective bidders visit the project site prior to bidding. Failure to visit the project site will not disqualify a bid, however, the bidder acts at his own risk and will not be relieved from complying with the terms and conditions of any resultant contract by reason of such failure. In no event will a failure to inspect the site constitute grounds for a claim after award of the contract. See FAR Clause 52.236-27 or it's Alternate I for Site Visit instructions.

- 4. **QUALITY CONTROL:** The Contractor shall provide the job superintendent's name and telephone number to the Contracting Officer and to PWBC, Facility Management Division, Butner Road; Mr James Seagrove, 910-396-7197 (3) three days prior to commencing work.
- 4.1. The Contractor shall accomplish all work skillfully and in accordance with good industry practices and IAW manufacturer's recommendations and specifications. All work shall conform to current codes and industry and construction standards.

#### 5. SPECIAL PROVISIONS:

- 5.1. **Hours of Work:** The Contractor shall accomplish all work between the hours of 7:30 a.m. and 4:00 p.m., Monday through Friday. No work will be done on weekends or Federal holidays without prior written approval from the Contracting Officer.
- 5.2. **EXCAVATION PERMIT:** The Contractor shall have a completed and approved PWBC Excavation Permit in his possession prior to any excavation, to include sign or post-hole holes. The Contractor shall schedule an appointment to locate utility lines at least 24 hours prior to any excavation with the PWBC, Facility Maintenance Division, building 3-1634, Butner Road; (910) 396-2772. The Contractor shall also be responsible for coordination with the Directorate of Information Management (DOIM), Outside Plant Branch; building 1-1434, Scott Street; (910) 396-8200, for location of communication lines prior to any excavation.
- 5.3. **OCCUPANCY:** The building will be occupied during accomplishment of work. Interference with and inconvenience to the occupants or routine use of the facility shall be held to an absolute minimum. The Contractor is responsible for providing such coverings, shields, and barricades as required to protect the facility occupants, furniture, equipment, supplies, etc., from dust, debris, weather intrusion, or other damage resulting from construction.
- 5.4. **CLEAN UP:** The Contractor shall remove all trash, debris or surplus materials from the work site at the end of each work day and shall leave the work site clean of all debris when work is completed. The Contractor shall coordinate with the COR in obtaining a PWBC dumping permit.
- 5.5. The Contractor shall not employ any person who is an employee of the U.S. Government if the employment of that person would create a conflict of interest.
- 5.6. Contractor's employees shall wear distinctive clothing bearing the company's name or wear a badge, which contains the company's name and the employee's name, clearly displayed at all times while working on Fort Bragg. The Contractor shall be responsible for the conduct and appearance of his/hers employees while working at Fort Bragg.
- 5.7. The Contractor is required to adhere to the safety requirements outlined in the Corps of Eng Manual EM 385-1-1.
- 5.8. Security, Safety, and Fire Protection: While working on Fort Bragg and other Government installations, you are required to comply with all Ft Bragg Security, Fire and Safety regulations/rules. You are also required to comply with all OSHA requirements. Safety equipment must be worn on all construction sites.
- 5.9. A minimum of one-year warranty on all materials and workmanship is required.
- 6. Vehicle Registration: The Contractor shall fully comply with the vehicle registration requirements regarding contractor-owned and contractor employee privately-owned vehicles (POVs) as set forth in Fort Bragg Regulation 190-5. This regulation can be found at <a href="http://www.bragg.army.mil/16MP/vehicle-registration-information.htm">http://www.bragg.army.mil/16MP/vehicle-registration-information.htm</a>. Any questions regarding this regulation can be directed to 910-432-8193. Please be advised that Contractor vehicles and contractor employee POVs will be searched if the appropriate passes/decals are not displayed when entering Fort Bragg Access Control Points (ACPs). All vehicles, including those with passes/decals, are subject to random search at any time.

### SCOPE OF WORK

- 1. Special Provisions and General Project Information: Installation of Production Control Desk Bldg. A-2819.
- a. Starting date is 5 calendar days after written notice to proceed and be completed in 60 calendar days. Work is to be scheduled and accomplished as to provide a minimum of disruption to the mission of the unit.
- c. Liquidated damages \$135 per day for each day beyond scheduled completion date. Cost breakdown as follows:

Admin and Overhead 2 hours @ \$18.00 = \$36.00 Inspection 4 hours @ \$20.36 = \$81.44 Vehicle 4 hours @ \$4.40 = \$17.60

\$135.04

Say \$135.00 per day

k. Scope of Work: The contractor shall furnish all labor, materials, equipment, transportation, tools, supervision and any other items necessary to: Installation of production Control Desk at A2819.

Counter top 48" H x 7  $\frac{1}{2}$ Long x 24" wide, 2 shelves under counter for storage 4  $\frac{1}{2}$ , 4 sets of cabinet doors to access storage, desk under another counter 30" x 36" with drawers for files and slot for computer under desk 18" x24". Swing Door shall be 3 ft wide x 48 inches high.

Note: Counter and desk top to be covered in Regimental Blue Formica, Construction of counter desk & door to be Birch plywood, Counter face and swing door to be stained and finished.

## **PAYMENT OPTIONS**:

SELECT ONE OF THE PAYMENT OPTIONS

- (1) IMPAC VISA PURCHASE CARD
- (2) DFAS (ELECTRONIC FUNDS TRANSFER)

# <u>CLAUSES INCORPORATED BY REFERENCE</u> UPDATED 4 APRIL 2003

52.202-1 Definitions DEC 2001

52.209-6	Protecting the Government's Interest When Subcontracting	JUN 1999
	With Contractors Debarred, Suspended, or Proposed for	
	Debarment	
52.211-14	Notice Of Priority Rating For National Defense Use	SEP 1990
52.211-15	Defense Priority And Allocation Requirements	SEP 1990
52.219-6	Notice Of Total Small Business Set-Aside	JUL 1996
52.222-3	Convict Labor	AUG 1996
52.222-6	Davis Bacon Act	FEB 1995
52.222-7	Withholding of Funds	FEB 1988
52.222-8	Payrolls and Basic Records	FEB 1988
52.222-9	Apprentices and Trainees	FEB 1988
52.222-10	Compliance with Copeland Act Requirements	FEB 1988
52.222-11	Subcontracts (Labor Standards)	FEB 1988
52.222-12	Contract Termination-Debarment	FEB 1988
52.222-13	Compliance with Davis-Bacon and Related Act Regulations.	FEB 1988
52.222-14	Disputes Concerning Labor Standards	FEB 1988
52.222-15	Certification of Eligibility	FEB 1988
52.222-21	Prohibition Of Segregated Facilities	FEB 1999
52.222-26	Equal Opportunity	APR 2002
52.222-27	Affirmative Action Compliance Requirements for Construction	
52.222-35	Equal Opportunity For Special Disabled Veterans, Veterans of	DEC 2001
	the Vietnam Era and Other Eligible Veterans	
52.222-37	Employment Reports On Special Disabled Veterans, Veterans Of The Vietnam Era, and Other Eligible Veterans	DEC 2001
52.223-3	Hazardous Material Identification And Material Safety Data	JAN 1997
52.225-5	Trade Agreements	NOV 2002
52.225-11	Buy American ActConstruction Materials Under Trade	JUL 2002
	Agreements	
52.228-14	Irrevocable Letter of Credit	DEC 1999
52.229-2	North Carolina State and Local Sales and Use Tax	APR 1984
52.232-5	Payments under Fixed-Price Construction Contracts	SEP 2002
52.232-23	Assignment Of Claims	JAN 1986
52.232-27	Prompt Payment for Construction Contracts	FEB 2002
52.232-33	Payment by Electronic Funds TransferCentral Contractor	MAY 1999
	Registration	
52.232-34	Payment By Electronic Funds TransferOther Than Central	MAY 1999
	Contractor Registration	
52.232-36	Payment by Third Party	MAY 1999
52.233-1	Disputes	JUL 2002
52.233-3	Protest After Award	AUG 1996
52.236-2	Differing Site Conditions	APR 1984
52.236-3	Site Investigation and Conditions Affecting the Work	APR 1984
52.236-5	Material and Workmanship	APR 1984
52.236-6	Superintendence by the Contractor	APR 1984
52.236-7	Permits and Responsibilities	NOV 1991
52.236-9	Protection of Existing Vegetation, Structures, Equipment,	APR 1984
	Utilities, and Improvements	
52.236-10	Operations and Storage Areas	APR 1984
52.236-12	Cleaning Up	APR 1984
52.236-13	Accident Prevention	NOV 1991
52.236-14	Availability and Use of Utility Services	APR 1984
52.236-21	Specifications and Drawings for Construction	FEB 1997

52.236-26	Preconstruction Conference	FEB 1995
52.242-14	Suspension of Work	APR 1984
52.243-5	Changes and Changed Conditions	APR 1984
52.245-3	Identification of Government-Furnished Property	APR 1984
52.245-4	Government-Furnished Property (Short Form)	APR 1984
52.246-12	Inspection of Construction	AUG 1996
52.246-21	Warranty of Construction	MAR 1994
52.249-1	Termination For Convenience Of The Government (Fixed	APR 1984
	Price) (Short Form)	
52.249-10	Default (Fixed-Price Construction)	APR 1984
252.201-7000	Contracting Officer's Representative	DEC 1991
252.204-7001	Commercial And Government Entity (CAGE) Code Reporting	AUG 1999
252.204-7003	Control Of Government Personnel Work Product	APR 1992
252.204-7004	Required Central Contractor Registration	NOV 2001
252.225-7031	Secondary Arab Boycott Of Israel	JUN 1992
252.227-7033	Rights in Shop Drawings	APR 1966
252.236-7000	Modification Proposals-Price Breakdown	DEC 1991
252.242-7000	Postaward Conference	DEC 1991
252.243-7001	Pricing Of Contract Modifications	DEC 1991

# REMITTANCE ADDRESS "AS INVOICED"

# RECEIVING REPORT PROCEDURES FOR RECEIVING ACTIVITY

JAMES SEAGROVES 910-396-7197, IS DESIGNATED AS THE CONTRACTING OFFICER'S TECHNICAL REPRESENTATIVE (COTR) AND IS RESPONSIBLE FOR PROCESSING THE RECEIVING REPORT TO THE ADDRESS IN BLOCK 15 NLT 5 DAYS AFTER RECEIPT OF SUPPLIES.

IF THE DD FORM 1155 IS USED FOR THE RECEIVING REPORT FOR PROCESSING TO THE DFAS:

# FINAL RECEIVING REPORT OR PARTIAL RECEIVING REPORT:

# **Complete Block 26:**

- 1. Place a check mark or place an X mark in; <u>Inspected Block, Received Block,</u> and <u>Accepted and Conforms to the Contract Except as Noted Block</u>. All three (3) Blocks must be checked.
- 2. Current Date Items or Services were received.
- 3. Signature of Authorized Government Representative.

# Complete Block 27:

1. Place a Check mark or X mark for either; Partial or Final as applicable.

2. Additionally: The following information shall be placed at the bottom of page one (1) of the DD Form 1155 in the "White Space."

<u>Printed Name, Title, Mailing Address,</u> and <u>Telephone Number</u> of the designated Government official responsible for acceptance or approval functions.

3. Each Line Item identified in Section B, Supplies or Services and Prices:

<u>Must</u> have an identifiable Check Mark to indicate that Line Item was identified and quantity accounted for. If different, enter actual quantity received below quantity shipped and encircle.

Complete Blocks 37, 38, and 39:

Note: Block 37 must contain a Building number.

IF THE DD FORM 250 IS USED FOR THE RECEIVING REPORT FOR PROCESSING TO THE DFAS: NOTE! THE ONLY VERSION OF THE DD 250 DFAS WILL ACCEPT IS THE FORM DATED AUGUST 2000...

In Addition to completing Blocks one (1) through twenty-two (22) of the DD Form 250 the following information shall be added in Block 23:

Address and Telephone Number of Authorized Government Representative.

COMPLETED RECEIVING REPORT SHALL BE FORWARDED TO THE DFAS IDENTIFIED IN BLOCK 15 WITHIN FIVE (5) BUSINESS DAYS AFTER RECEIPT OF ITEM(S) ORDERED. IF THE RECEIVING REPORT IS NOT RECEIVED BY THE PAYING DFAS IN A TIMELY MANNER, AND COMPLETED CORRECTLY, THE REQUIRING ACTIVITY MAY BE RESPONSIBLE FOR PAYMENT OF AN INTEREST PENALTY.

IF BLOCK 15 IS: DFAS ROME, NY YOU MAY FAX THE RECEIVING REPORT TO: FAX # 315-330-6880/6840, PHONE# 315-330-6822-6621.

IF BLOCK 15 IS: DFAS ORLANDO, FLA YOU MAY FAX THE RECEIVING REPORT TO: FAX# 407-646-4465, PHONE# 407-646-4722.

IF BLOCK 15 IS: DFAS SAN ANTONIO, TX, YOU MAY FAX THE RECEIVING REPORT TO: FAX: 210-527-8189.

QUESTIONS PERTAINING TO THE COMPLETION OF THE RECEIVING REPORT MAY BE ADDRESSED TO: LEOTIS BELL, PH: 910-396-4802, (Fax) 910-396-7527 e-mail: <a href="mailto:bellleo@bragg.army.mil">bellleo@bragg.army.mil</a>

#### WAGE DETERMINATION

GENERAL DECISION NC020032 03/01/2002 NC32

Date: March 1, 2002

General Decision Number NC020032

Superseded General Decision No. NC010032

State: North Carolina

Construction Type:

BUILDING

County(ies):
CUMBERLAND

BUILDING CONSTRUCTION PROJECTS (does not include residential construction consisting of single family homes and apartments up to and including 4 stories).

 $\begin{array}{ccc} \text{Modification Number} & \text{Publication Date} \\ & 0 & 03/01/2002 \end{array}$ 

COUNTY(ies):
CUMBERLAND

SUNC1027A 10/24/1994

50NC102711 10/21/1991	Rates	Fringes
BRICKLAYERS/BLOCKLAYERS	12.50	
CARPENTERS (Including drywall hanging, acoustical tile		
installation and batt insulation	9.08	
CEMENT MASONS/CONCRETE FINISHERS	8.43	
ELECTRICIANS	9.71	
GLAZIERS	8.77	
HVAC MECHANIC (HVAC pipe only)	9.26	
INSULATORS (pipe)	10.42	.63
IRONWORKERS, STRUCTURAL	10.76	
LABORERS:		
Unskilled	6.23	
PAINTERS (Brush)	7.90	.04
PLUMBERS	10.28	
ROOFERS	6.75	
SHEET METAL WORKERS (Including HVAC Duct Work)	9.36	

SOFT FLOOR LAYERS/CARPET LAYERS 12.00

TRUCK DRIVERS 7.10

-----

WELDERS - receive rate prescribed for craft performing operation to which welding is incidential.

\_\_\_\_\_

Unlisted classifications needed for work not included within the scope of the classifications listed may be added after award only as provided in the labor standards contract clauses (29 CFR 5.5(a)(1)(v)).

\_\_\_\_\_

In the listing above, the "SU" designation means that rates listed under that identifier do not reflect collectively

bargained wage and fringe benefit rates. Other designations indicate unions whose rates have been determined to be prevailing.

#### WAGE DETERMINATION APPEALS PROCESS

- 1.) Has there been an initial decision in the matter? This can be:
- \* an existing published wage determination
- \* a survey underlying a wage determination
- \* a Wage and Hour Division letter setting forth a position on a wage determination matter
- \* a conformance (additional classification and rate) ruling

On survey related matters, initial contact, including requests for summaries of surveys, should be with the Wage and Hour Regional Office for the area in which the survey was conducted because those Regional Offices have responsibility for the Davis-Bacon survey program. If the response from this initial contact is not satisfactory, then the process described in 2.) and 3.) should be followed.

With regard to any other matter not yet ripe for the formal process described here, initial contact should be with the Branch of Construction Wage Determinations. Write to:

Branch of Construction Wage Determinations Wage and Hour Division
U. S. Department of Labor
200 Constitution Avenue, N. W.
Washington, D. C. 20210

2.) If the answer to the question in 1.) is yes, then an interested party (those affected by the action) can request

review and reconsideration from the Wage and Hour Administrator (See 29 CFR Part 1.8 and 29 CFR Part 7). Write to:

Wage and Hour Administrator U.S. Department of Labor 200 Constitution Avenue, N. W. Washington, D. C. 20210

The request should be accompanied by a full statement of the interested party's position and by any information (wage payment data, project description, area practice material, etc.) that the requestor considers relevant to the issue.

3.) If the decision of the Administrator is not favorable, an interested party may appeal directly to the Administrative Review Board (formerly the Wage Appeals Board). Write to:

Administrative Review Board U. S. Department of Labor 200 Constitution Avenue, N. W. Washington, D. C. 20210

4.) All decisions by the Administrative Review Board are final.

END OF GENERAL DECISION

## CLAUSES INCORPORATED BY FULL TEXT

#### 52.000-4004 FEDERAL HOLIDAYS (JAN 2000)

#### Federal Holidays are:

New Year's Day 1 January

Martin Luther King Jr.'s Birthday
George Washington's Birthday
Memorial Day
Third Monday in January
Third Monday in February
Last Monday in May

Independence Day 4 July

Labor Day First Monday of September Columbus Day Second Monday of October

Veteran's Day 11 November

Thanksgiving Fourth Thursday of November

Christmas Day 25 December

When a holiday falls on a Sunday, the following Monday will be observed as a holiday and when a holiday falls on a Saturday, the preceding Friday is observed as a holiday by U.S. Government Agencies.

(End of clause)

The following kinds and minimum amounts of insurance are required in accordance with FAR clause 52.228-5 entitled, "Insurance--Work on a Government Installation."

KIND: AMOUNT:

Workmen's Compensation and

Amount required by the State in which this contract is performed

Occupational Disease Insurance

Employer's Liability Insurance \$100,000

Comprehensive General Liability
Insurance for Bodily Injury

\$500,000 per occurrence

Comprehensive Automobile Liability \$200,000 per person

\$500,000 per occurrence for Bodily Injury and \$20,000 per occurrence for Property Damage (End of Clause)

52.000-4023 PREAWARD DATA (FEB 1999)

The Government reserves the right, prior to making an award, to conduct a preaward survey of the prospective contractors in order to determine that the contractors can meet the minimum standards for responsible contractors as defined in Federal Acquisition Regulation (FAR) 9.106. The preaward survey may include, but will not necessarily be limited to, the following factors:

- (1) Financial resources such as sufficient working capital to permit performance under the contract for a period of sixty (60) days after the effective date of the contract before reimbursement by the Government;
- (2) Ability to comply with required schedules;
- (3) Past record of integrity;
- (4) Past record of performance; and
- (5) Ability to meet other qualifications and eligibility requirements to receive an award of a contract.
- (6) An on-site inspection may be conducted of the facility of the apparent successful bidder (s) offeror(s) prior to contract award for specifications compliance.

A preaward survey may be conducted in order to determine contractor responsibility. Please provide three (3) performance references and one (1) financial reference in the spaces provided below. The performance references can consist of companies for which you have recently performed work. References must be of comparable magnitude and similar in nature to the work required under this solicitation. The financial reference should be your financial institution.

Throo	Performance	Deferences
i nree	Performance	References:

Name:	 
Address:	 
Point of Contact:	

Ph	one:
Co	ontract Number:
	mount:
	escription:
	•
_	
Na	nme:
	ldress:
Po	int of Contact:
Ph	ione:
Co	ontract Number:
An	mount:
	escription:
Na	ame:
	ldress:
Po	int of Contact:
Ph	none:
Co	ontract Number:
	nount:Description:
– Fin	nancial Reference:
Na	nme:
	ldress:
Po	int of Contact:
Ph	one:
Ac	ecount Number:
	(End of Clause)
2.203-2	CERTIFICATE OF INDEPENDENT PRICE DETERMINATION (APR 1985)
) The offer	eror certifies that
	tes in this offer have been arrived at independently, without, for the purpose of restricting competition, ation, communication, or agreement with any other offeror or competitor relating to –
) Those pr	rices,
i) The inte	ention to submit an offer, or
iii) The me	ethods of factors used to calculate the prices offered:

(2) The prices in this offer have not been and will not be knowingly disclosed by the offeror, directly or indirectly, to any other offeror or competitor before bid opening (in the case of a sealed bid solicitation) or contract award (in the case of a negotiated solicitation) unless otherwise required by law; and

- (3) No attempt has been made or will be made by the offeror to induce any other concern to submit or not to submit an offer for the purpose of restricting competition.
- (b) Each signature on the offer is considered to be a certification by the signatory that the signatory --
- (1) Is the person in the offeror's organization responsible for determining the prices offered in this bid or proposal, and that the signatory has not participated and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) of this provision; or
- (2) (i) Has been authorized, in writing, to act as agent for the following principals in certifying that those principals have not participated, and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) of this provison \_\_\_\_\_\_ (insert full name of person(s) in the offeror's organization responsible for determining the prices offered in this bid or proposal, and the title of his or her position in the offeror's organization);
- (ii) As an authorized agent, does certify that the principals named in subdivision (b)(2)(i) above have not participated, and will not participate, in any action contrary to subparagraphs (a)(1) through (a)(3) above; and
- (iii) As an agent, has not personally participated, and will not participate, in any action contrary to subparagraphs (a)(1) through (a)(3) of this provision.
- (c) If the offeror deletes or modifies subparagraph (a)(2) of this provision, the offeror must furnish with its offer a signed statement setting forth in detail the circumstances of the disclosure.

(End of clause)

#### 52.204-3 TAXPAYER IDENTIFICATION (OCT 1998)

(a) Definitions.

"Common parent," as used in this provision, means that corporate entity that owns or controls an affiliated group of corporations that files its Federal income tax returns on a consolidated basis, and of which the offeror is a member.

"Taxpayer Identification Number (TIN)," as used in this provision, means the number required by the Internal Revenue Service (IRS) to be used by the offeror in reporting income tax and other returns. The TIN may be either a Social Security Number or an Employer Identification Number.

- (b) All offerors must submit the information required in paragraphs (d) through (f) of this provision to comply with debt collection requirements of 31 U.S.C. 7701(c) and 3325(d), reporting requirements of 26 U.S.C. 6041, 6041A, and 6050M, and implementing regulations issued by the IRS. If the resulting contract is subject to the payment reporting requirements described in Federal Acquisition Regulation (FAR) 4.904, the failure or refusal by the offeror to furnish the information may result in a 31 percent reduction of payments otherwise due under the contract.
- (c) The TIN may be used by the Government to collect and report on any delinquent amounts arising out of the offeror's relationship with the Government (31 U.S.C. 7701(c)(3)). If the resulting contract is subject to the payment reporting requirements described in FAR 4.904, the TIN provided hereunder may be matched with IRS records to verify the accuracy of the offeror's TIN.

offeror's relationship with the Government (31 C
reporting requirements described in FAR 4.904,
verify the accuracy of the offeror's TIN.
•
(d) Taxpayer Identification Number (TIN).
TIN:

TIN has been applied for.
TIN is not required because:
Offeror is a nonresident alien, foreign corporation, or foreign partnership that does not have income effectively connected with the conduct of a trade or business in the United States and does not have an office or place of business or a fiscal paying agent in the United States;
Offeror is an agency or instrumentality of a foreign government;
Offeror is an agency or instrumentality of the Federal Government.
(e) Type of organization.
Sole proprietorship;
Partnership;
Corporate entity (not tax-exempt);
Corporate entity (tax-exempt);
Government entity (Federal, State, or local);
Foreign government;
International organization per 26 CFR 1.6049-4;
Other
(f) Common parent.
Offeror is not owned or controlled by a common parent as defined in paragraph (a) of this provision.
Name and TIN of common parent:
Name
TIN
(End of provision)

# 52.204-6 DATA UNIVERSAL NUMBERING SYSTEM (DUNS) NUMBER (JUN 99)

- (a) The offeror shall enter, in the block with its name and address on the cover page of its offer, the annotation "DUNS" followed by the DUNS number that identifies the offeror's name and address exactly as stated in the offer.
- (b) If the offeror does not have a DUNS number, it should contact Dun and Bradstreet directly to obtain one. A DUNS number will be provided immediately by telephone at no charge to the offeror. For information on obtaining a DUNS number, the offeror, if located within the United States, should call Dun and Bradstreet at 1-800-333-0505. The offeror should be prepared to provide the following information:

- (1) Company name.
- (2) Company address.
- (3) Company telephone number.
- (4) Line of business.
- (5) Chief executive officer/key manager.
- (6) Date the company was started.
- (7) Number of people employed by the company.
- (8) Company affiliation.
- (c) Offerors located outside the United States may obtain the location and phone number of the local Dun and Bradstreet Information Services office from the Internet Home Page at http://www.customerservice@dnb.com. If an offeror is unable to locate a local service center, it may send an e-mail to Dun and Bradstreet at globalinfo@mail.dnb.com.

(End of provision)

# 52.211-10 COMMENCEMENT, PROSECUTION, AND COMPLETION OF WORK (APR 1984)

The Contractor shall be required to (a) commence work under this contract within 5 calendar days after the date the Contractor receives the notice to proceed, (b) prosecute the work diligently, and (c) complete the entire work ready for use not later than 60 days thereafter. The time stated for completion shall include final cleanup of the premises.

(End of clause)

# 52.211-12 LIQUIDATED DAMAGES--CONSTRUCTION (SEP 2000)

- (a) If the Contractor fails to complete the work within the time specified in the contract, the Contractor shall pay liquidated damages to the Government in the amount of \$135.00 for each calendar day of delay until the work is completed or accepted.
- (b) If the Government terminates the Contractor's right to proceed, liquidated damages will continue to accrue until the work is completed. These liquidated damages are in addition to excess costs of repurchase under the Termination clause.

(End of clause)

#### 52.219-1 SMALL BUSINESS PROGRAM REPRESENTATIONS (APR 2002)

(a)(1) The North American Industry Classification System (NAICS) code for this acquisition is 236220

- (2) The small business size standard is not to exceed \$12,000,000.00
- (3) The small business size standard for a concern which submits an offer in its own name, other than on a construction or service contract, but which proposes to furnish a product which it did not itself manufacture, is 500 employees.
- (b) Representations. (1) The offeror represents as part of its offer that it ( ) is, ( ) is not a small business concern.
- (2) (Complete only if the offeror represented itself as a small business concern in paragraph (b)(1) of this provision.) The offeror represents, for general statistical purposes, that it ( ) is, ( ) is not a small disadvantaged business concern as defined in 13 CFR 124.1002.
- (3) (Complete only if the offeror represented itself as a small business concern in paragraph (b)(1) of this provision.) The offeror represents as part of its offer that it ( ) is, ( ) is not a women-owned small business concern.
- (4) (Complete only if the offeror represented itself as a small business concern in paragraph (b)(1) of this provision.) The offeror represents as part of its offer that it ( ) is, ( ) is not a veteran-owned small business concern.
- (5) (Complete only if the offeror represented itself as a veteran-owned small business concern in paragraph (b)(4) of this provision.) The offeror represents as part of its offer that it ( ) is, ( ) is not a service-disabled veteran-owned small business concern.
- (6) (Complete only if the offeror represented itself as a small business concern in paragraph (b)(1) of this provision.) The offeror represents, as part of its offer, that--
- (i) It ( ) is, ( ) is not a HUBZone small business concern listed, on the date of this representation, on the List of Qualified HUBZone Small Business Concerns maintained by the Small Business Administration, and no material change in ownership and control, principal office, or HUBZone employee percentage has occurred since it was certified by the Small Business Administration in accordance with 13 CFR part 126; and
- (ii) It ( ) is, ( ) is not a joint venture that complies with the requirements of 13 CFR part 126, and the representation in paragraph (b)(6)(i) of this provision is accurate for the HUBZone small business concern or concerns that are participating in the joint venture. (The offeror shall enter the name or names of the HUBZone small business concern or concerns that are participating in the joint venture:\_\_\_\_\_\_\_.) Each HUBZone small business concern participating in the joint venture shall submit a separate signed copy of the HUBZone representation.
- (c) Definitions. As used in this provision--

Service-disabled veteran-owned small business concern-

- (1) Means a small business concern--
- (i) Not less than 51 percent of which is owned by one or more service-disabled veterans or, in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more service-disabled veterans; and
- (ii) The management and daily business operations of which are controlled by one or more service-disabled veterans or, in the case of a veteran with permanent and severe disability, the spouse or permanent caregiver of such veteran.
- (2) Service-disabled veteran means a veteran, as defined in 38 U.S.C. 101(2), with a disability that is service-connected, as defined in 38 U.S.C. 101(16).

"Small business concern," means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding on Government contracts, and qualified as a small business under the criteria in 13 CFR Part 121 and the size standard in paragraph (a) of this provision.

Veteran-owned small business concern means a small business concern--

- (1) Not less than 51 percent of which is owned by one or more veterans (as defined at 38 U.S.C. 101(2)) or, in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more veterans; and
- (2) The management and daily business operations of which are controlled by one or more veterans.
- "Women-owned small business concern," means a small business concern --
- (1) That is at least 51 percent owned by one or more women; in the case of any publicly owned business, at least 51 percent of the stock of which is owned by one or more women; and
- (2) Whose management and daily business operations are controlled by one or more women.
- (d) Notice.
- (1) If this solicitation is for supplies and has been set aside, in whole or in part, for small business concerns, then the clause in this solicitation providing notice of the set-aside contains restrictions on the source of the end items to be furnished.
- (2) Under 15 U.S.C. 645(d), any person who misrepresents a firm's status as a small, HUBZone small, small disadvantaged, or women-owned small business concern in order to obtain a contract to be awarded under the preference programs established pursuant to section 8(a), 8(d), 9, or 15 of the Small Business Act or any other provision of Federal law that specifically references section 8(d) for a definition of program eligibility, shall-
- (i) Be punished by imposition of fine, imprisonment, or both;
- (ii) Be subject to administrative remedies, including suspension and debarment; and
- (iii) Be ineligible for participation in programs conducted under the authority of the Act.

(End of provision)

# 52.219-21 SMALL BUSINESS SIZE REPRESENTATION FOR TARGETED INDUSTRY CATEGORIES UNDER THE SMALL BUSINESS COMPETITIVENESS DEMONSTRATION PROGRAM (MAY 1999)

(Complete only if the Offeror has represented itself under the provision at 52.219-1 as a small business concern under the size standards of this solicitation.)

Offeror's number of employees for the past 12 months (check this column if size standard stated in solicitation is expressed in terms of number of employees) or Offeror's average annual gross revenue for the last 3 fiscal years (check this column if size standard stated in solicitation is expressed in terms of annual receipts). (Check one of the following.)

No. of Employees Avg. Annual Gross Revenues

50 or fewer \$1 million or less
51 - 100\$1,000,001 - \$2 million
101 - 250 \$2,000,001 - \$3.5 million
251 - 500 \$3,500,001 - \$5 million
501 - 750 \$5,000,001 - \$10 million
751 - 1,000 \$10,000,001 - \$17 million
Over 1,000 Over \$17 million
(End of provision)
52.219-22 SMALL DISADVANTAGED BUSINESS STATUS (OCT 1999)
(a) General. This provision is used to assess an offeror's small disadvantaged business status for the purpose of obtaining a benefit on this solicitation. Status as a small business and status as a small disadvantaged business for general statistical purposes is covered by the provision at FAR 52.219-1, Small Business Program Representation.
(b) Representations.
(1) General. The offeror represents, as part of its offer, that it is a small business under the size standard applicable to this acquisition; and either
(i) It has received certification by the Small Business Administration as a small disadvantaged business concern consistent with 13 CFR 124, Subpart B; and
(A) No material change in disadvantaged ownership and control has occurred since its certification;
(B) Where the concern is owned by one or more disadvantaged individuals, the net worth of each individual upon whom the certification is based does not exceed \$750,000 after taking into account the applicable exclusions set forth at 13 CFR 124.104(c)(2); and
(C) It is identified, on the date of this representation, as a certified small disadvantaged business concern in the database maintained by the Small Business Administration(PRO0Net); or
(ii) It has submitted a completed application to the Small Business Administration or a Private Certifier to be certified as a small disadvantaged business concern in accordance with 13 CFR 124, Subpart B, and a decision on that application is pending, and that no material change in disadvantaged ownership and control has occurred since its application was submitted.
(2) For Joint Ventures. The offeror represents, as part of its offer, that it is a joint venture that complies with the requirements at 13 CFR 124.1002(f) and that the representation in paragraph (b)(1) of this provision is accurate for the small disadvantaged business concern that is participating in the joint venture. [The offeror shall enter the name of the small disadvantaged business concern that is participating in the joint venture:]
(c) Penalties and Remedies. Anyone who misrepresents any aspects of the disadvantaged status of a concern for the

purposes of securing a contract or subcontract shall:

- (1) Be punished by imposition of a fine, imprisonment, or both;
- (2) Be subject to administrative remedies, including suspension and debarment; and
- (3) Be ineligible for participation in programs conducted under the authority of the Small Business Act.

(End of provision)

# 52.219-23 NOTICE OF PRICE EVALUATION ADJUSTMENT FOR SMALL DISADVANTAGED BUSINESS CONCERNS (MAY 2001)

(a) Definitions. As used in this clause--

Small disadvantaged business concern means an offeror that represents, as part of its offer, that it is a small business under the size standard applicable to this acquisition; and either--

- (1) It has received certification by the Small Business Administration as a small disadvantaged business concern consistent with 13 CFR 124, Subpart B; and
- (i) No material change in disadvantaged ownership and control has occurred since its certification;
- (ii) Where the concern is owned by one or more disadvantaged individuals, the net worth of each individual upon whom the certification is based does not exceed \$750,000 after taking into account the applicable exclusions set forth at 13 CFR 124.104(c)(2); and
- (iii) It is identified, on the date of its representation, as a certified small disadvantaged business concern in the database maintained by the Small Business Administration (PRO-Net).
- (2) It has submitted a completed application to the Small Business Administration or a Private Certifier to be certified as a small disadvantaged business concern in accordance with 13 CFR 124, Subpart B, and a decision on that application is pending, and that no material change in disadvantaged ownership and control has occurred since its application was submitted. In this case, in order to receive the benefit of a price evaluation adjustment, an offeror must receive certification as a small disadvantaged business concern by the Small Business Administration prior to contract award: or
- (3) Is a joint venture as defined in 13 CFR 124.1002(f).

Historically black college or university means an institution determined by the Secretary of Education to meet the requirements of 34 CFR 608.2. For the Department of Defense (DoD), the National Aeronautics and Space Administration (NASA), and the Coast Guard, the term also includes any nonprofit research institution that was an integral part of such a college or university before November 14, 1986.

Minority institution means an institution of higher education meeting the requirements of Section 1046(3) of the Higher Education Act of 1965 (20 U.S.C. 1135d-5(3)) which, for purposes of this clause, includes a Hispanic-serving institution of higher education as defined in Section 316(b)(1) of the Act (20 U.S.C. 1059c(b)(1)).

United States means the United States, its territories and possessions, the Commonwealth of Puerto Rico, the U.S. Trust Territory of the Pacific Islands, and the District of Columbia.

(1) Evaluation adjustment.

- (1) The Contracting Officer will evaluate offers by adding a factor of 10 percent to the price of all offers, except-
- (i) Offers from small disadvantaged business concerns that have not waived the adjustment;
- (ii) An otherwise successful offer of eligible products under the Trade Agreements Act when the dollar threshold for application of the Act is equaled or exceeded (see section 25.402 of the Federal Acquisition Regulation (FAR));
- (iii) An otherwise successful offer where application of the factor would be inconsistent with a Memorandum of Understanding or other international agreement with a foreign government;
- (iv) For DoD, NASA, and Coast Guard acquisitions, an otherwise successful offer from a historically black college or university or minority institution; and
- (v) For DoD acquisitions, an otherwise successful offer of qualifying country end products (see sections 225.000-70 and 252.225-7001 of the Defense FAR Supplement).
- (2) The Contracting Officer will apply the factor to a line item or a group of line items on which award may be made. The Contracting Officer will apply other evaluation factors described in the solicitation before application of the factor. The factor may not be applied if using the adjustment would cause the contract award to be made at a price that exceeds the fair market price by more than the factor in paragraph (b)(1) of this clause.
- (c) Waiver of evaluation adjustment. A small disadvantaged business concern may elect to waive the adjustment, in which case the factor will be added to its offer for evaluation purposes. The agreements in paragraph (d) of this clause do not apply to offers that waive the adjustment.

Offeror el	lects to	waive t	he ad	iustment.

- (d) Agreements. (1) A small disadvantaged business concern, that did not waive the adjustment, agrees that in performance of the contract, in the case of a contract for--
- (i) Services, except construction, at least 50 percent of the cost of personnel for contract performance will be spent for employees of the concern;
- (ii) Supplies (other than procurement from a nonmanufacturer of such supplies), at least 50 percent of the cost of manufacturing, excluding the cost of materials, will be performed by the concern;
- (iii) General construction, at least 15 percent of the cost of the contract, excluding the cost of materials, will be performed by employees of the concern; or
- (iv) Construction by special trade contractors, at least 25 percent of the cost of the contract, excluding the cost of materials, will be performed by employees of the concern.
- (2) A small disadvantaged business concern submitting an offer in its own name agrees to furnish in performing this contract only end items manufactured or produced by small disadvantaged business concerns in the United States. This paragraph does not apply in connection with construction or service contracts.

(End of clause)

#### 52.236-27 SITE VISIT (CONSTRUCTION) (FEB 1995) – ALTERNATE I (FEB 1995)

(a) The clauses at 52.236-2, Differing Site Conditions, and 52.236-3, Site Investigations and Conditions Affecting the

Work, will be included in any contract awarded as a result of this solicitation. Accordingly, offerors or quoters are urged and expected to inspect the site where the work will be performed.

(b) An organized site visit has been scheduled for-

25 June 2003, 1000 hrs

(c) Participants will meet at--

# SITE VISIT SCHEDULE

# 25 JUNE 2003 @ 1000 HOURS (AM)

LOCATION: PWBC CONTRACTING OFFICE, BUILDING 3-1632,

FORT BRAGG, NC

ISSUED BY
PUBLIC WORKS BUSINESS CENTER
CONTRACTING OFFICE
FORT BRAGG, NC

SFC LEOTIS BELL CONTRACTING SPECIALIST PHONE: (910) 396-4802 Fax (910) 396-7527/2674

**CLOSES: 30 APR 2003** 

(End of provision)

# 52.252-1 SOLICITATION PROVISIONS INCORPORATED BY REFERENCE (FEB 1998)

This solicitation incorporates one or more solicitation provisions by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. The offeror is cautioned that the listed provisions may include blocks that must be completed by the offeror and submitted with its quotation or offer. In lieu of submitting the full text of those provisions, the offeror may identify the provision by paragraph identifier and provide the appropriate information with its quotation or offer. Also, the full text of a solicitation provision may be accessed electronically at this/these address(es):

#### www.farsite.hill.af.mil

(End of provision

#### 52.252-2 CLAUSES INCORPORATED BY REFERENCE (FEB 1998)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es):

www.farsite.hill.af.mil

(End of clause)

#### 252.232-7003 ELECTRONIC SUBMISSION OF PAYMENT REQUESTS (MAR 2003)

- (a) Definitions. As used in this clause--
- (1) Contract financing payment and invoice payment have the meanings given in section 32.001 of the Federal Acquisition Regulation.
- (2) Electronic form means any automated system that transmits information electronically from the initiating system to all affected systems. Facsimile, e-mail, and scanned documents are not acceptable electronic forms.
- (3) Payment request means any request for contract financing payment or invoice payment submitted by the Contractor under this contract.
- (b) Except as provided in paragraph (c) of this clause, the Contractor shall submit payment requests using one of the following electronic forms:
- (1) Wide Area WorkFlow-Receipt and Acceptance (WAWF-RA). Information regarding WAWF-RA is available on the Internet at https://rmb.ogden.disa.mil.
- (2) Web Invoicing System (WInS). Information regarding WInS is available on the Internet at https://ecweb.dfas.mil.
- (3) American National Standards Institute (ANSI) X.12 electronic data interchange (EDI) formats.
- (i) Information regarding EDI formats is available on the Internet at http://www.X12.org.
- (ii) EDI implementation guides are available on the Internet at http://www.dfas.mil/ecedi.
- (4) Another electronic form authorized by the Contracting Officer.
- (c) If the Contractor is unable to submit a payment request in electronic form, or DoD is unable to receive a payment request in electronic form, the Contractor shall submit the payment request using a method mutually agreed to by the Contractor, the Contracting Officer, and the payment office.
- (d) In addition to the requirements of this clause, the Contractor shall meet the requirements of the appropriate payment clauses in this contract when submitting payments requests.

(End of clause)

Section 00800 - Special Contract Requirements